



# City Manager's Report January 2021



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## Sustainability and Resilience

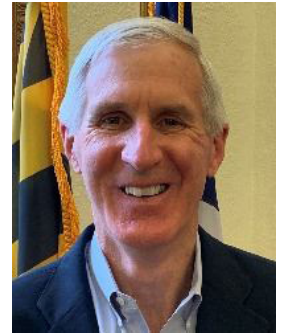
Concept Design for Hawkins Cove Begins, Annapolis Waterways Cabinet Meeting	
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Annapolis City Manager  
David Jarrell, PE



Dear City Council Members,

I am pleased to provide the City Manager's Monthly Report for January 2021. The beginning of this new year is a stringent reminder of the dedication of all of our city employees. We are so looking forward to all we will accomplish together this year.

The Annapolis Police Department implemented new vest carriers. The carriers have shirt style pockets and webbing to secure needed equipment. The design emphasizes that the vest has a uniform appearance rather than a tactical appearance.

The Annapolis Recreation and Parks Department's Recreational Education Achievement Community Health (REACH) Program highlighted their partnership with Creating Communities, Inc. This collaboration provides children in grades 6-12 with academic support, tutoring, mentoring and many other services.

The Department of Resilience and Sustainability has started concept designs for the improvements to Hawkins Cove. Public input from the surrounding communities will be used in a grant proposal to the Chesapeake Bay Trust. Residents of Eastport Terrace and Harbour House communities participated in the workshop. Information about the upcoming project was shared in both English and Spanish. We are very excited for the progression of this project.

Until next month...

Sincerely,

*David*

David Jarrell, P.E.  
City Manager



# Office of Emergency Management

199 Taylor Ave  
Annapolis, MD 21401

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Email: [oem@annapolis.gov](mailto:oem@annapolis.gov)

## Donation to Winter Relief Program

Stanton Center Winter Relief program receives a spontaneous donation from a dedicated resident. A young woman named Lily raised over \$850 to assist with the City of Annapolis's Winter Relief program. Lily and her family donated food, cleaning supplies, and sanitary products that went directly to the homeless population. Ms. Lily is an inspiration to the local community and we at OEM are grateful for her generosity.

## Annapolis OEM Continues their Food Friday Distribution Efforts

The pandemic has driven many families closer to food insecurity. Parents find themselves out of work and are unable to provide meals for their families. In April of 2019, the Office of Emergency Management began the Food Friday Program to provide healthy meals to those who needed it the most.

As the program grew volunteers, under the leadership of Karma O'Neill, stepped in to manage the program. Each Friday, volunteers gather to package donations from Anne Arundel County Food Bank. After each package is carefully filled with healthy food options, volunteers are then assigned a delivery route around the city to bring the packages to the families in need. Not every individual is able to drive to food banks to pick up packages themselves so it is important that we offer to delivery to those families. OEM is happy to be able to fill this vital need in our community.

## Updates on Vaccination Status

Anne Arundel County Department of Health is scheduling COVID-19 vaccine appointments for people who fall under Phase 1A and Phase 1B individuals who are 75 years or older.

All other people who fall under Phase 1B are not being scheduled at this time. The COVID-19 vaccine will be offered to more residents as soon as there is more availability.

## January Substance Abuse Disorder Overdose Summary

Total Overdoses 9  
Fatal Overdoses 3



**Kevin J. Simmons**  
**OEM Director**

## What is Emergency Management?

The local Emergency Management office/department activates the local Emergency Operations Center (EOC), as appropriate, to coordinate and lead the disaster response and recovery efforts for the City. In Annapolis, representatives of City departments and other key partners report to the EOC to work together. The City also coordinates with the Anne Arundel County EOC in Glen Burnie and Annapolis Emergency Management has a designated seat in the County's EOC. This partnership assists the coordination of shared City-County shared services such as social services, the health department, animal control, etc.

## Want to Volunteer?

People who wish to volunteer to help may be referred to these organizations (such as the American Red Cross or a faith-based organization) or they may go to a Volunteer Reception Center (VRC) that may be opened for a specific disaster.

VRCs will take requests from organizations that need volunteer assistance and also sign up volunteers that are not affiliated with a disaster response organization and match them with the organization requests. It is the emergency management office that requests that the VRC open and the Anne Arundel Volunteer Center that will open one or more centers with volunteers that are already trained to manage a VRC.







# Fire Department

1790 Forest Drive  
Annapolis, MD 21401

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This Month's Fire Prevention Message: "Give Space Heaters 3 Feet of Space"

## Monthly/ YTD Response Statistics

The Fire Department responded to calls for service in January with the following monthly breakdown:

EMS	635 or 65%
Fire	263 or 27%
Service	61 or 5%
Rescue	2 or 1%
Hazmat	29 or 2%



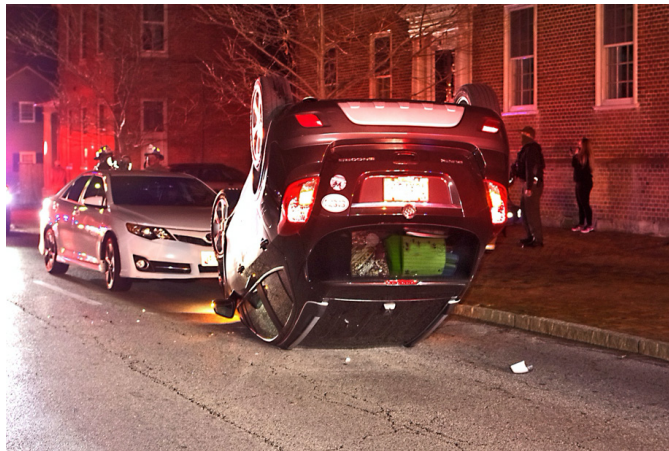
## Motor Vehicle Collision Duke of Gloucester Street

On January 2, 2021 at 9:46 pm, units responded to the 100 block of Duke of Gloucester Street for a motor vehicle collision involving an overturned vehicle.

Rescue Squad 38 arrived on scene to find one occupant self-extricating from the overturned vehicle. There were no other occupants involved.

The driver was treated by Medics on the scene and then transported to a local hospital for medical treatment.

EMS Hospital Transports	448
Cardiac Arrest Survival Rate	9.2% National Avg 7.4%
COVID (PUI) Responses	94
SAFE Station Referrals	5
Overdose Responses	9 suspected
Narcan Administrations (includes responses to AACo)	7
Narcan Leave Behind Program	0
EMS Billing income for December	\$130,071
Public Information Inquiries	23
Fire Permit/Plan and Building Permit Reviews conducted by the Fire Marshal's staff	31
Use and Occupancy Inspections conducted by the Fire Marshal's Office	4



Completed 206 new fire safety building inspection(s) and 70 re-inspection(s) (includes inspections conducted by station personnel and the Fire Marshal's Office). (Inspection program suspended due to COVID).

Our personnel installed 0 Smoke detector(s) and 0 CO alarm(s).

### Fire and Explosive Services Unit

- responded to 9 suspicious package incidents and 0 Bomb Threats
- responded to 2 requests for explosive detection K-9's
- conducted 4 EOD standby
- conducted 4 origin and cause investigations for fires
- assisted the police with 1 investigation

Minimum Daily Staffing increased for COVID-19 State of Emergency (availability of additional Medic Unit).

Department continues daily personnel health screening for COVID Pandemic.

Department continues optional medical protocols for COVID Pandemic.

Personal Protective Equipment remains on backorder for COVID related responses.

State of Emergency in place for COVID Pandemic.





# Fire Department Promotions



Firefighter First Class Jonathon W. Krisman has been promoted to the rank of Lieutenant. Krisman is a 12-year veteran of our department. He has worked as a paramedic, firefighter, emergency vehicle operator, tactical medic and was assigned to our Special Operations Section. Lt. Krisman has been reassigned as an EMS Supervisor/Safety Officer.



Firefighter First Class Kenneth J. White has been promoted to the rank of Lieutenant. White is a 12-year veteran of our department. He has worked as a paramedic, firefighter, emergency vehicle operator, Public Information Officer, Fire Inspector and a department drone operator. Lieutenant White has assumed the duties as a supervisor in our Fire Marshal's Office.



Firefighter III Brock D. Hunt has been promoted to the rank of Firefighter First Class. F1/c Hunt is a 4-year veteran of our department. He has worked as a Firefighter/EMT/technician in our Special Operations Section. He remains in the operations section.



Firefighter III Jonathan E. Riffe has been promoted to the rank of Firefighter First Class. F1/c Riffe is a 4-year veteran of our department. He has worked as a Firefighter/EMT at our Forest Drive Station. He also serves as an Air Maintenance Technician and Instructor for our department. He remains assigned to the operations section.



Firefighter III Barbara-Ann Youngs has been promoted to the rank of Firefighter First Class. F1/c Youngs is a 11 year veteran of our department. She has worked as a Firefighter/Paramedic throughout her career. She remains assigned to the operations section.

## Building Fire Duke of Gloucester Street

On January 3, 2021 at 5:29 pm, Annapolis, Anne Arundel County and the Naval Academy Fire Departments responded to a reported structure fire in the 100 block of Duke of Gloucester Street. Units arrived to find smoke throughout a three-story townhouse. Firefighters advanced hose-lines and ladders to the structure. After investigation, it was determined that a malfunctioning chimney flue caused the smoke conditions. The smoke was removed from the home with minimal damage noted.

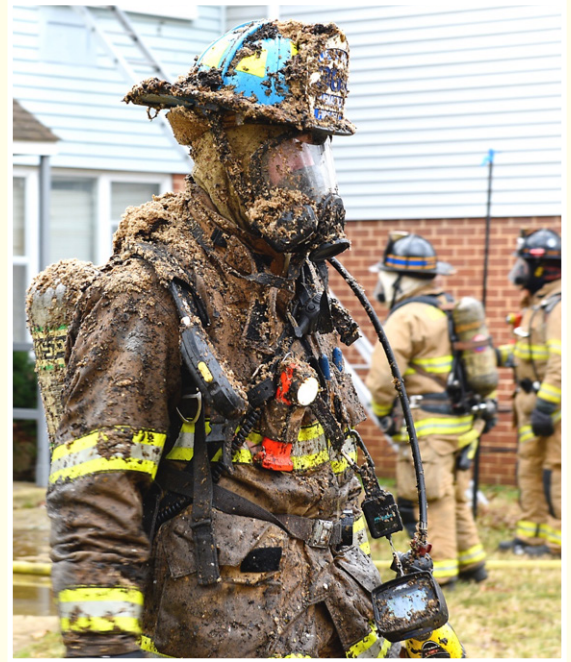




## Building Fire - Tyler Avenue

On January 6, 2021 at approximately 2:15pm the Annapolis Fire Department was dispatched to the 1300 block of Tyler Avenue for a reported structure fire with multiple calls. First arriving fire crews found a middle of the row town home with heavy smoke and fire showing from the second floor with extension into adjacent homes. First arriving crews made a quick attack on the fire while additional fire crews made entry into the adjacent homes in an attempt to prevent the fire from spreading further. By the time access was made to the adjacent homes, it was discovered that the fire had extended into the attic spreading into the adjacent homes causing further damage. All occupants were out of the affected homes prior to arrival of the fire department.

There were 3 town homes affected, 2 of which sustained severe damage and the third home sustained minor damage. There were 2 injuries, one civilian transported to a local area hospital with smoke inhalation and one firefighter with minor burns. The Office of Emergency Management and the Office of Community Services worked with the Red Cross and the Annapolis Housing Authority to assist with the displacement of approximately 10 civilians. It took approximately 30 minutes for 56 firefighters to bring the fire under control. The Anne Arundel County and Naval District Washington Fire departments provided mutual aid. Investigators from the Annapolis Fire and Explosives Services Unit determined the fire to be accidental in origin caused by careless smoking.



## Suspicious Package - Hazardous Materials Incident - Francois Street

On January 9, 2021 at 1127 hours, Special Operations units from the Annapolis Fire Department responded to Francois Street to investigate a suspicious item. The surrounding area was checked with explosive detection canine teams prior to examining the item. Investigators from the Explosives Services Unit determined that the item did not contain any explosive hazards. The item was then examined by our Hazardous Materials Team, which determined the it contained an unknown powdery substance. After further investigation, the item was determined not to be hazardous and was turned over to law enforcement. Francis Street was closed for approximately one hour.





## Fireboat 36 Back In-Service

In Fiscal Budget 2020 the Mayor and City Council appropriated funding for repairs to the Fireboat 36 which is a 2006 36' MetalCraft Firestorm Fireboat built in Canada. The Fireboat is a coll-atrial duty of the personnel assigned to the Eastport Fire Station. The saltwater was having an effect on the haul and electronics. Funding was allocated and the vessel was returned to it's manufacture for repairs.

During that time, the Fire Department partnered with the Annapolis Police Department to share the Annapolis Police Patrol Boat. The boat was moved to the Fire Department slip at the Annapolis City Marina. The crew from the Eastport Station was able to utilize this vessel to respond to 88 emergencies on the local waterways though out the year.

After 12 months, the fireboat is back in service with the following upgrades:

- Corrosion and Haul Repair
- Jet Drive Service
- Motor repairs
- Impellers Replaced
- Davit Installed to assist with persons removal from the water
- Wireless Headsets installed for personnel to have radio communications throughout the vessel
- Repaint and lettering
- Upgraded Electronics
- Seat Upgrades

The Fire Department believes that these repairs will extend the useful life of the Annapolis Fireboat. A new boat of this type would cost an estimated 1 million dollars.



## Fire Department Performance Measurements FY2021



**Performance measurement in the fire service is challenging. For example, it is impossible to determine if our fire prevention program is preventing fires or if we are just lucky. As the Fire Chief, I tend to focus on results instead of statistics. I monitor numerous Performance Measures to judge how we are doing as an organization and in regards to our Annual and Long Term Departmental Goals. Some of these factors include:**

### 1. Customer Comments

Do we provide a quality service, are we helpful, understanding and compassionate. Not only on emergency responses, but do we answer citizen inquiries and return phone calls and emails in a timely fashion (24 hours). I view every interaction with the public as an opportunity to meet and exceed their expectations. Are we achieving that goal? We receive very few complaints and many, many letters of appreciation. The Department has received no negative news stories regarding our service or the behavior of our employees.

***Thank you comments documented in January - 0***

***Complaints documented in January - 0***



## 2. Emergency Response Times

Response time to emergency incidents is always controversial. The National Fire Protection Association (NFPA) Standard 1710 states that the first unit should arrive on the scene of an emergency within five (5) minutes of dispatch for 90% of our calls. We strive to meet that goal, but I am also concerned with the safety of our firefighters and the public. Taking into account all the factors that impact response times such as driver's experience, traffic and weather conditions, narrow city streets, etc., I don't believe racing down the road in a 40,000-pound fire engine trying to meet a five-minute arrival time is always in the best interest of public safety. Another current issue to providing a safe environment for the community is the amount of time that our ambulances are at the hospital due to Emergency Room overcrowding, unavailability of rooms to move patients and other hospital challenges. With that in mind, I consider:

**(Minutes:Seconds)**

- **Average Turnout Time - 1:43**
- **Average Response Time - 2:49**
- **Average Response Time for Multiple Units on Scene - 6:26**
- **Average Response for first Advance Life Support Unit on Scene - 0:00**
- **Amount of Time that Units are at the Hospital Waiting to Turn Patients Over - 0 Minutes**

## 3. Employees Injuries/ Workers Compensation Claims

Are our safety strategies and programs effective? Employee injuries are costly in terms of medical costs, lost work time, productivity and in the case of public safety overtime to cover vacant positions. Deputy Chief Spriggs and I review all injuries and meet quarterly with the City Risk Manager to review injuries and develop strategies to reduce injuries and get those injured back to work ASAP. Since 2010, we have reduced our injuries by sixty (60%) percent.

**Workers Comp Claims for January: 0**

**One personnel had sudden onset of hearing loss and tingling to extremities and the other had back pains. Neither had lost time from these claims.**

**Number of known cases of cancer experienced in our personnel for January in our Active Personnel: 0**

## 4. Insurance Service Office (ISO) Rating

The ISO rating is a great benchmarking tool for several factors, such as response coverage, staffing, training, equipment, etc. Our current rating is the highest rating possible at Class 1.

**Continue to be an ISO Class 1 Department.**

## 5. Departmental Vehicle Accidents

Are our driving programs effective? Our Safety Committee reviews all Departmental Vehicle Accidents and we take appropriate actions (discipline, re-training, annual driver's training, etc.) to prevent future accidents.

**Issues with vehicles in January - 0**

## 6. Employee Training Hours

The role of the fire service is constantly changing and routine training is very important for us to meet future challenges. ISO recommends each firefighter receive twenty hours (20) of training per month. We currently average 17.5 hours.

**Training hours completed.** Areas Covered by Training

- Building Familiarization of assisted care living facility at Bay Village
- Natural Gas Emergencies and Computer Safety Training.

- Conducted joint Dive Rescue Training with the Anne Arundel County Fire Department.
- Conducted joint Underwater Explosive Dive Training with the State Fire Marshal.
- Conducted joint Fire Training with the Anne Arundel County Fire Department.

## 7. ALS Providers Skills Enhancement Rotation Program

To allow the ALS Providers the opportunity to receive skills proficiency, enhancement and growth opportunities, our goal is to have ALS Providers on a rotation to have time off the ambulances and receive skills enhancement.

**Number of ALS Providers who had time off of the ambulances in January - 9.**

## 8. Minimum Staffing

To have a fully staffed fire department with trained ALS Providers, we need to have 25 personnel per operations platoon including a minimum of 12 ALS personnel.

**Number of Personnel in January working on their assigned duties: 129**

**Overtime concerns continue due to "soft vacancies" which include; FMLA, Long term**

**Sick leave, Workers Comp, Military Deployments, Short Term Disability, etc. Currently we have 13 of these personnel:**

six not assigned to their normal duties, five out on long-term sick leave and two openings.

The result of this is Overtime usage, which totaled \$73,782.02 for the month of January, which is 11.66 % of our total Overtime annual budget. This took our total FY 2021 Overtime usage to \$369,988.17, which is 58.49 % of our total FY Overtime.

## 9. Fire Prevention Programs

Are our fire prevention programs effective? I cannot determine or measure how many fires are prevented, but I can monitor the number of fires, the cause and the annual estimated fire loss in dollars. If we have a fire, are we taking steps (public education, inspections, etc) to prevent future fires? Are we meeting the City Code requirements conducting annual fire safety inspections in the Historic District?

**Public Education Events - 0 - (Suspended due to COVID Pandemic)**

**Number of Citizens Trained - 0**

**Type(s) of Training Taught - N/A**

**Language(s) Training was taught in - N/A**

**January Fire Loss - \$11,000**

**Fire Related Deaths for 2021 - 0 (Last fire related death was 2010)**

**10. Begin Mobile Integrative Health Program** - We are in the first year of this goal to have a trial inter-agency team to target high utilization/high risk citizens with telehealth protocol and alternate destination for Medicare patients. Initial goals include the legal and medical steps to allow for this team.

**Progress of Program:** Currently working with the City of Annapolis Office of Law and Finance and the AAMC Office of Law to develop initial agreement to have the hospital fund the Overtime needed for Annapolis Fire Department personnel to work Overtime in this Program. (Currently put on hold due to COVID-19.)

Number of Patients in Program: 0

Outcomes of Patients in Program: N/A



# Information Technology

161 Duke of Gloucester Street  
Annapolis, MD 21401

Phone: (410) 263-7945  
Email: mit@annapolis.gov

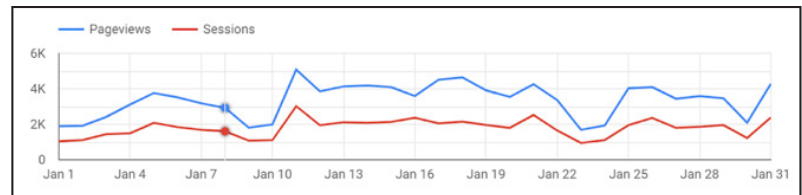
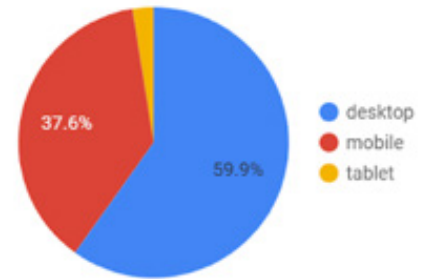
## MIT Tasks

- Replace core data/telephone network switches at the Police Department and Office of Emergency Management - on hold due to COVID-19. Equipment delivery was delayed drastically by supply chain problems. Equipment has been further delayed. Installation will proceed immediately after receipt.
- Continued the Executive Implementation. Completed the second full parallel with 100% accuracy. We have upgraded Executive to the newest version that has enhanced workflow. Live roll out will begin in August to give us time to update the workflow and end user documentation..
- Continuing Implementation of Advanced Scheduler for the Fire Department..
- Continued the ADP Smart Compliance Implementation. We are still facing delays due to issues our 3rd Party contractor is having with building the bridge between Munis and ADP.
- Continuing the implementation of Open Gov - WDESK for building the budget book. We have completed two training sessions and have another scheduled for the end of July.
- Desktop and laptop patches and endpoint protection updates deployed as scheduled.



Analytics for  
[www.annapolis.gov](http://www.annapolis.gov)

Pageviews 104.4K Unique Pageviews 86.9K Sessions 55.9K



## Munis

- Request for Check went live on October 6, 2020
- Decentralizing Purchase Order Change Order Requests- testing with MIT and Public Works.
- Continuing PCard Testing - completed the first parallel test. Scheduled the second parallel test for November 23, 2020
- ACH payments to Vendors update: Finance is working with Wells Fargo to enable testing of our file. We are still waiting for this to be completed.
- Working with Tyler Forms to develop a form to allow Finance to email vendor bills versus sending paper bills.
- Completed prep work for Fiscal Year End Close
- Uploaded new Fiscal year salary tables and Insurance premium tables.

## www.annapolis.gov website

### Popular pages

	Page Title	Page	Pageviews
1.	Annapolis, MD   Official Website	/	11,196
2.	Annapolis, MD	/Search	3,363
3.	Online Bill Pay   Annapolis, MD	/802/Online-Bill-Pay	2,997
4.	Annapolis, MD	/list.aspx?PRVMSG=253	2,614
5.	PRESIDENTIAL INAUGURAL DEMONSTRATION	/1746/PRESIDENTIAL-INAUGURAL-DEMO...	2,211
6.	Jobs with the City   Annapolis, MD	/237/Jobs-with-the-City	2,052
7.	Daily Police Activity Reports & Press Release	/1128/Daily-Police-Activity-Reports-Press...	1,761
8.	Residential Solid Waste Collection Service	/746/Residential-Solid-Waste-Collection-Se...	1,712
9.	Bus Routes & Schedules   Annapolis, MD	/185/Bus-Routes-Schedules	1,653
10.	Waterworks Park   Annapolis, MD	/1085/Waterworks-Park	1,573

- Agendas posted: 196 (Agenda Center)
- Alert Center: 27
- Calendar items added: 154 (Calendar)
- Documents posted/modified: 454 (Document Center)
- Forms: 11 (Form Center)
- FAQs: 2
- Daily Newsletters sent: 54 (News Flash Module)
- Notifications sent: 10 (Notify Me Module)
- Web pages updated/created: 1104
- Quick Links: 4
- Redirects: 2
- Community Voice: 6
- Staff Directory: 32
- User Administration: 408





## Top Internal Search Queries

	Search Term	Pageviews ▾
1.	Waterworks Park	66
2.	Online Bill Pay	28
3.	Real Property Transfer (PDF)	24
4.	Annapolis Waterworks Park Brochure (PDF)	23
5.	calendar	20
6.	Jobs	20
7.	water bill	19
8.	Building Permit	14
9.	COVID Testing	14
10.	Public input on R-1-21	13

## Workforce Cyber Security Training

As of January 31, 2021, 83% (514) of employees have activated their account. Lesson #14, Intro to Security Awareness, was released on 01/04/2021, and 43% of employees have completed the lesson. Reminder emails were sent on 01/19/2021 & 01/26/2021.

## GIS

### Maintenance Tasks

- Address Assignments
- Centerline Management
- Manage parcel layer
- OD Free and Substance Use Disorder bed finder support
- General data maintenance
- Supporting users
- Updated SDAT for December
- Updated Fire CAD Dashboard
- CAD data development for Police New World system
- Support both Spanish Police and COVID Hub

### Projects

- Open Data web site development - ongoing
- Support for stormwater rate development - ongoing
- Support Recovery Zone mapping
- Work on a Business Recovery Portal
- Energov Permit System
- Police CAD system

### Other Requests

- Filled several Council request
- Assisted County Health Dept on provider application for available treatment
- Resolved several addressing issues
- Set up several 2020 orthos for users
- Created a new schematic of GIS structure
- Finalized QA for County planimetrics
- Implemented integromat for survey automation
- Attended multiple meetings for COVID response
- Attended quarterly MSGIC meeting
- Updated Metadata on several layers

## Additional Tasks

Began prototyping and designing better layout for: [https://www.annapolis.gov/1723/19296/Hoonigan-Productions-October-22-FAQ#tabedd82f16-39c5-4267-b094-af9da7a0be73\\_1](https://www.annapolis.gov/1723/19296/Hoonigan-Productions-October-22-FAQ#tabedd82f16-39c5-4267-b094-af9da7a0be73_1)

Worked on corrections for broken links, a few examples: <https://www.annapolis.gov/483/19317/City-Council> (ward 5 member staff directory broken),

Began investigating site improve and accessibility problems [https://docs.google.com/document/d/1clclE33J-yRaocPCIkM06x-7RnkYOWOR53o8lwM9\\_Q8/edit](https://docs.google.com/document/d/1clclE33J-yRaocPCIkM06x-7RnkYOWOR53o8lwM9_Q8/edit)

removed broken links <https://www.annapolis.gov/594/Your-Safety>, started working on advancing AAA color contrast, and [https://docs.google.com/spreadsheets/d/1CApvg2l\\_-R2aOD-sfYUKmdtXfK5hpaC2Tiy0YvU3HKQ/edit#gid=0](https://docs.google.com/spreadsheets/d/1CApvg2l_-R2aOD-sfYUKmdtXfK5hpaC2Tiy0YvU3HKQ/edit#gid=0)

Removed broken link <https://www.annapolis.gov/1240/19338/Forest-Drive-Eastport-Sector-Study> and also started viewing over accessibility academy training

Fixed broken links from <https://www.annapolis.gov/1597/19344/FEMA-Library>, uploaded images to the redesign project logos, worked with Inna and discussed issues and talked with a service rep at Siteimprove to eventually get answers on a frequent issue within the platform relating to "Select box has no description"

<https://www.annapolis.gov/directory.aspx?eid=249> - updated; <https://www.annapolis.gov/407/Stewardship-Program> - work in progress; <https://www.annapolis.gov/1665/COVID-19-Info> - work in progress; <https://www.annapolis.gov/395/19351/Office-of-Environmental-Policy> - reformatted; <https://www.annapolis.gov/757/Maritime-Organizations> - fixed broken link;

worked on <https://www.annapolis.gov/917/19369/Community-Development-Block-Grant-Progra>, fixed broken links <https://www.annapolis.gov/1597/FEMA-Library>, and all broken links under [https://www.annapolis.gov/1499/Resources#tabfd342d41-20c0-43af-aa13-994e89082ac1\\_3](https://www.annapolis.gov/1499/Resources#tabfd342d41-20c0-43af-aa13-994e89082ac1_3), and started to look over the new redesign PDF proposal to make sure it is AAA compliant.

<https://www.annapolis.gov/793/Finance-Committee> removed broken youtube link, [https://www.annapolis.gov/397/19433/Sea-Level-Rise#liveEditTab\\_versionsList](https://www.annapolis.gov/397/19433/Sea-Level-Rise#liveEditTab_versionsList) swapped out old module for the better editor module and added title. Worked on iframe titles up to Fire Department Job Form (bottom to top)

<https://www.annapolis.gov/917/19506/Community-Development-Block-Grant-Progra> worked on section for 2022 applications, had a quick meeting with Inna discussing today's objective, and [https://docs.google.com/spreadsheets/d/1tet5wlB0VBR\\_IO5Xib0QF2JsylNUGrHTBelYXNs7ruc/edit#gid=224029927](https://docs.google.com/spreadsheets/d/1tet5wlB0VBR_IO5Xib0QF2JsylNUGrHTBelYXNs7ruc/edit#gid=224029927) made spreadsheet for documenting tables that have been completed with a table to track progress of the mission and to see what civicplus issues arise from this accessibility fix on the website.

<https://www.annapolis.gov/elections> resized photo of Susan Eckert, [https://www.annapolis.gov/308/19531/Levels-of-EOC-Activations#liveEditTab\\_versionsList](https://www.annapolis.gov/308/19531/Levels-of-EOC-Activations#liveEditTab_versionsList) replaced old widget for updated editor and added caption

Working on the task relating to tables having descriptions, [https://docs.google.com/spreadsheets/d/1tet5wlB0VBR\\_IO5Xib0QF2JsylNUGrHTBelYXNs7ruc/edit?usp=sharing](https://docs.google.com/spreadsheets/d/1tet5wlB0VBR_IO5Xib0QF2JsylNUGrHTBelYXNs7ruc/edit?usp=sharing)

Worked on captioning [https://docs.google.com/spreadsheets/d/1tet5wlB0VBR\\_IO5Xib0QF2JsylNUGrHTBelYXNs7ruc/edit?usp=sharing](https://docs.google.com/spreadsheets/d/1tet5wlB0VBR_IO5Xib0QF2JsylNUGrHTBelYXNs7ruc/edit?usp=sharing) and had a meeting with Inna on upcoming tasks and a normal checkup on progress

<https://www.annapolis.gov/1151/2016-Run-Statistics> working on captions for all the run statistics to build a cohearsive and standardized captioning method

Continuing work on iframes and made spreadsheet to document <https://docs.google.com/spreadsheets/d/1PYr8ilTqEvE-SrDhp6W7q0eliJhrOjDtHfHhp6zjo/edit#gid=1981082952>, focused on standardizing iframe titles for google map integration.



# Police Department

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## Update on December Shooting

On December 17, 2020 at approximately 5:47 pm officers responded to the 1140 B1 Madison Street for a report of a shooting. Upon arrival an adult male was located suffering from multiple gunshot wounds. The victim was identified as Walter Lee Smith of the 1100 block of Madison Street. Smith was airlifted to Baltimore Shock Trauma where he was listed in critical condition.

Through investigative means Detectives were able to identify the shooter as Rodney Rashad Dorsey of Glen Burnie. An arrest warrant was applied for and later granted charging Dorsey with several offenses to include attempted murder and lesser charges.

On January 6, 2021 Dorsey was observed by officers in the 1100 block of Madison Street. Officers approached Dorsey with the intention of placing him under arrest at which time he fled from them. After a short foot pursuit Dorsey was apprehended and placed under arrest. Search incident Dorsey was found to be in possession of a loaded .38 caliber handgun and suspected crack cocaine.

In addition to the criminal charges stemming from the December 17th shooting, Dorsey was charged with several firearm and drug related charges. Dorsey was committed to the Anne Arundel County Detention Center on a no bail status.

## Chief Jackson approved outer vest carriers on January 27th

On November 20, 2020 Annapolis Police Department began the evaluation stage of new vest carriers. The vest carriers were designed to match the current uniform shirt that our officers wear. The carriers are designed with shirt style pockets and webbing to secure needed equipment. The carriers are clearly labeled with the word Police on both front and back as well as having the officers name on the front chest area. The concept of the design is to have a uniform appearance rather than a tactical appearance.



Studies have shown the outer vest carrier significantly reduces the number of officer injuries to include long term back injuries that often lead to costly surgeries.

Chief Edward Jackson has approved the outer vests and officers will begin to wear them once they are purchased from the individual officers clothing allowance.





# Department of Public Works

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## Key milestones for January 2021

- 1 Substantial Completion of the Homewood/Germantown Area Water Distribution System Replacement Design/Build project.

## Following are updates for the active Capital Improvement Projects (CIP)

### CIP 72006 - Sewer Rehabilitation

- Sanitary sewer main cleaning and closed-circuit television (CCTV) inspections have been completed for over 2,000 feet of mains. Nearly 3,000 feet of pipe has been rehabilitated using the cured-in-place pipe (CIPP) lining method.
- Whiton Court Pump Station Upgrade 60 percent design has been reviewed and comments returned.

### CIP 71003, 71005 - Water Distribution Rehabilitation

- Homewood/Germantown Water Distribution Replacement - Substantial Completion has been achieved. Remaining work includes punch list items and as-builts.
- State Water Meter Replacements - Replacement of water meters and appurtenances for state buildings is underway. To date, meters were replaced at five buildings, work scheduled for one other in early January and tentative schedule for replacement of the final meter under this contract in mid-April, 2021.

### CIP 20013 - City Facility Improvements

- Eastport Fire Station - preparing RFP for Fire Suppression system.
- Annapolis Police HQ HVAC Replacement and Pip Moyer Rec Center HVAC Replacement RFPs prepared to go out 11/6.
- Evaluating bids that were returned December 16.

### CIP 10001 - Landfill Gas Mitigation

- O&M report transmitted to MDE for approval. Contractor has begun regular monitoring and reporting.

### CIP 20002 - Maynard Burgess House

- Request to revise HVAC system from HPC 10/1.
- Design team working on new HVAC system and building layout.

### CIP 40014 - Barbud Lane Street and Stormwater Improvements

- AA County granted City of Annapolis permission to install temporary one way and no left turn signs.

### CIP 40016 - Road Resurfacing

- Resurfacing program paused for winter weather. Will resume in the spring.

### CIP 40017 - Sidewalk Restoration

- President Street completed. Contractor working on Tyler Avenue and new bus shelter.

### CIP 50005 - City Dock Flood Mitigation

- Port Wardens conducted a site visit and special meeting on December 7th to review the project. Both were open to the public. The project was approved unanimously.
- The Final Archaeological Data Recovery Plan was submitted and a fully executed Letter Agreement with FEMA and MHT was received on December 9. The \$3M FEMA grant is still pending.
- Continued coordination with designers of the Guardians of the First Amendment Memorial regarding demolition, site clearing, utilities and grading.
- Change Order Proposal for Archaeological Data Recovery is under review.

### CIP 50008 - Truxtun Park Pool

- Final Use and Occupancy anticipated by 1/30/21. This delay is caused by the manufacturing time associated with the fence/fall protection material

that was not required per code. Anticipated completion date for the fence is 1/8/21.

### CIP 83002 - Truxtun Park Tennis Courts

- Three courts are complete and playable. All remaining courts have had at least the base paving installed. Final Paving can not be installed until the temperature is 50 degrees and rising. Changes to the Landscaping have been approved by the Critical Areas Commission and are scheduled to begin as the planting season returns.

### CIP 77008, 77009, 77016 - MS4 Permit

- Annual report submitted on 10/30.
- FY21 programmatic scope under development.
- Timber Creek and Ambridge design underway. Kick off/site visit held on 12/3.

### CIP 50022 - Standard Specification and Construction Details

- Draft was expected by 12/25.

### CIP 20004 - Maintenance Facilities

- Preliminary pricing shows \$2.46M budget shortfall. Updated pricing due on 1/15/21.
- Site Design, Special Exception, and Forest Conservation Plan revisions submitted on 12/3.

### CIP 50018 - Traffic Signal Rehabilitation

- The Citywide Traffic Signal Infrastructure Assessment Report review comments were provided to the consultant and the Final report is due January 8.
- Ongoing biweekly coordination meetings were held for the Church Circle Traffic Signal Redesign.
- The Topographic Survey and Utility Designation were completed. Survey results are due next month.



## Department of Public Works FY2020 Performance Measures

[illegible]





# Recreation & Parks Department

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## A New Year and COVID - 19 Guidelines Continue

The "Pip" Moyer Recreation Center continues to require that each person before entering the PMRC receive a temperature check and complete an official Initial Screening Questionnaire.



## Sports and Athletics

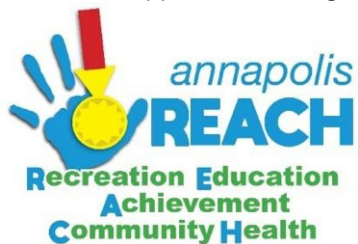
Thanks to Sports and Athletic Supervisor LaKeisha Simmons, there were three (3) Red Cross Blood Drives in the month of January.

Three Blood Drives in January at the PMRC  
January 15th  
January 28th  
January 29th



## ARPD REACH Program Partners with Creating Communities

REACH (Recreation Education Achievement Community Health) -- Highlighting the need for quality after school programs in the Annapolis area communities, REACH gives children a safe place to learn, play and grow into their potential and future needs. This program is designed for students in grades 6 -12. Reach provides academic support, mentoring, self-development, arts, sports and recreation activities.



REACH is now collaborating with the Creating Communities. Established in 2007 Creating Communities provides art experiences under severed youth. Their mission is to use the power of music, art, movement and photography to reach learners who need more than traditional modalities of learning and expression.



**annapolis**  
recreation & parks

Healthy Living Starts Here.





# Sustainability and Resilience

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## CONCEPT DESIGN FOR HAWKINS COVE BEGINS

The City and the Chesapeake Bay Trust staff began brainstorming improvements to Hawkins Cove to include in a grant proposal submission to the Trust in March. Public input from the communities surrounding the cove is critical in developing a conceptual design that reflects their needs and desires. City staff began public outreach efforts to inform surrounding communities of potential uses, solicit their ideas and concerns, and answer questions. Particular efforts are directed at residents in the Eastport Terrace and Harbour House HACA communities and information is presented in both Spanish and English.

Since COVID restrictions prevent in person meetings, virtual public engagement events are being used. So far, there has been one Zoom meeting and one Ward 8 Town Hall. Two more virtual Zoom events are planned for early February. The last event will share the ideas generated by the meetings and feedback gathered by City staff in response to flyers distributed to apartment and condominium buildings and HOA's, signs, electronic surveys, videos, and on-the-street in person information efforts.

## ANNAPOLIS WATERWAYS CABINET FIRST MEETING OF 2021

The Annapolis Waterways Cabinet held its first meeting of the year and discussed sediment and erosion control at the Parkside Preserve development, avoiding salt entering Spa Creek from the Spa Road Public Works Maintenance facility, funding for and streamlining the permitting process for stream restoration projects, revisions to the stormwater control project at Brewer Hill Cemetery, and suggestions for incorporating stormwater controls in the City Dock project. The Department of Public Works noted that several fines were issued for sediment and erosion control violations at Parkside Preserve. The City announced that it is participating for the first time in funding Anne Arundel County Watershed Improvement grants through the Chesapeake Bay Trust and encouraged Cabinet members to apply.

The Department of Recreation & Parks noted that it will explore grant funds for trail improvements and eroded slope repairs along Spa Creek.

## NO DISCHARGE ZONE MOVES ONE STEP CLOSER

The U.S. Environmental Protection Agency is expected to publish its responses to comments on the No Discharge Zone this winter. A final determination is expected by spring 2021. Vessels operating in the waters of the City of Annapolis and Anne Arundel County will be prohibited from discharging waste from marine sanitation devices into the water. Vessels will be required to use pump out stations, including vessels with treat and release systems.

## ORGANICS PROCESSING FACILITY WILL REQUIRE COUNTY PARTICIPATION

The City Manager's Office and the Department of Public Works are exploring the feasibility of locating an organic waste processing (composting) facility on a portion of the closed landfill next to the City's solar park. This feasibility study envisions using aerated static piles (ASP) which provide rapid biodegradation and the simplest and most cost-effective approach to composting large volumes of organic waste materials while providing environmental controls for air and odor emissions and addressing water quality concerns. However, the City will require the participation of Anne Arundel County to provide the large volumes of feedstocks (food, wastewater sludge, yard waste) required for available facility. The County must consider its current long-term contracts with waste haulers. Discussions with the County continue.

## LOCAL GOVERNMENT BRIEF FILED IN SUPPORT OF PREVIOUS VEHICLES EMISSIONS STANDARDS

The City of Annapolis joined the National League of Cities; the U.S. Conference of Mayors, and 18 local governments in an amicus curiae (friend of the court) brief filed in support of states opposing the Trump administration's rollback of vehicles emission standards. The amici are represented pro bono by the Sabin Center for Climate Change Law of Columbia Law School. The City Manager's Office provided City of Annapolis specific climate change impact information for the brief and comments on the draft brief. The amici's interests in the lawsuit are as local governments working to reduce risks posed by transportation pollution, which threaten health and welfare in U.S. cities. The repeal of the 2012 motor vehicle emissions standards and issuance of the Safer Affordable Fuel-Efficient Vehicles (SAFE) Rule hampers local efforts to mitigate transportation related climate change and exacerbates cities' existing climate change challenges, including social inequality, aging and deteriorating infrastructure,

and stressed ecosystems. The brief details these mitigation efforts and how the SAFE rule impacts local ecosystems and economies and frustrates mitigation efforts.

## OPTIONS PRODUCED BY NEWTOWNE 20 MICROGRID STUDY

In response to Work Group inquiries, the Smart Electric Power Alliance (SEPA) and Baltimore Gas & Electric provided additional detail and cost estimates for various solar backed power supply options for a microgrid for the Newtowne 20 community. Options include power to all housing units, all housing units and the community center, and just the community center. Various timeframes to provide backup power ranging from one to seven days also affect project costs. SEPA will provide more concrete information on the feasibility of this microgrid. This project is funded through a grant from the Maryland Energy Administration (MEA). MEA is interested in exploring replicable, scalable, community microgrid models.







# Department of Transportation

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## Summary of Transit Activities by Mode

Table 1

MODE	Activity	Jan 2021	Jan 2020	% Change
Fixed Route	Ridership (includes free rides, Table 2)	8,868	40,359	-78.03%
	Service Miles	25,495	40,062	-36.36%
ADA Paratransit	Ridership	173	187	-7.49%
	Service Miles	1,261	1,727	-26.98%

## Free Rides in January 2021

(already included in Table 1)

Table 2

Rider Group	Jan 2021	Jan 2020	% Change
K-12 Students	14	1061	-98.68%
MTA Transfers	100	287	-65.16%
City Employees	36	150	-76.00%
Children Under Age 6	43	159	-72.96%
<b>TOTAL</b>	<b>193</b>	<b>1,657</b>	<b>-88.35%</b>

## Parking Activities, January 2021

Transaction (Activity)	Jan 2021	Jan 2020	% Change
Garages/Lots Vehicles Parked**	14,884	49,310	-69.82%
On-Street - Meter Transactions	19,933	53,962	-63.06%
On-Street - Citations	1,199	1,211	-0.99%

\*\*excludes city employees parking

## On-Time Performance (OTP)

ADA Paratransit Department of Planning & Zoning t Service: All pickups were on time. OTP for paratransit service was 100%. There were six (6) cancellations.

Fixed routes OTP was 95% based on 38 observations.

## Preventive Maintenance

- Twenty-three preventive maintenance tasks were completed.
- There were three road calls that the maintenance technicians were able to fix to allow the buses to continue their scheduled trips.
- All the Gillig buses have driver barriers installed.
- All cutaway buses have passenger barriers installed.
- Thirty (30) fare box related issues required a transit supervisor's intervention to correct them.

